

July 22, 2022

Ms. Rose Santos FOIA GROUP INC P.O. Box 368 Depew, NY 14043

Dear Ms. Santos:

This letter is in response to your U.S. General Services Administration (GSA) Freedom of Information Act (FOIA) request number (GSA-2022-001325), submitted on July 9, 2022, in which you requested the following:

"[Reference FGI#22-78882s] Relevant to GENERAL SERVICES ADMINISTRATION ("GSA") - EMPLOYEE SMARTPAY CREDIT CARD PROGRAM, under the provisions of the Freedom of Information Act, and relevant agency regulations, I hereby request a copy of the following information data fields for the period January 1, 2020 through Present relevant to your agency's EMPLOYEE SMARTPAY CREDIT CARD PROGRAM (both Travel and Purchase) for your agency: Specifically we request:

- 1. All credit card holder ("CH") (names, address, tel #, email) & their respective transaction data for the last "FY" year in the format as previously provided. To include (A) Cardholder employee name (Last, MI. First), Department or Agency, Bureau, Office/Division, agency address (complete mailing), CITY, STATE, ZIP, PHONE, CH PHONE_EXT; (B) MCC Code, Transaction Date, Transaction Amount; and (C) MERCHANT NAME, ADDRESS, CITY, STATE, ZIP, PHONE.
- 2. Delivery Format: The ideal format is MS excel but only if the file is small enough. If the file is large, then have it formatted as a COMMA DELIMITED TEXT FILE or a TAB DELIMITED TEXT FILE. {NOTE PDF OR OTHER FORMAT WILL NOT BE ACCEPTED AND CONSIDERED NON-RESPONSIVE]."

Enclosed please find documents responsive to your request.

This completes our action on this FOIA request. Should you have any questions, please contact the FOIA Office at gsa.foia@gsa.gov. You may also contact the GSA

FOIA Public Liaison, David Eby at (202) 213-2745 or by email at david.eby@gsa.gov for any additional assistance.

Sincerely,

Duane Fulton

Duane Fulton

Lead Government Information Specialist Office of the General Counsel General Services Administration

Enclosure(s)